

**Black Watch Memorial Library  
Board of Trustees  
Dec. 14, 2023**

**AGENDA**

**A. Call to Order/Roll Call/Adoption of /Agenda:**

- The meeting was called to order at 11:01 am.
- Members Present: Steve Boyce, Cheryl O'Connor, Virginia LaPointe, Jill Cunningham  
Linda Cunningham, Paul Jebb, Susan Gravelle
- Others Present: Heather Johns, Library Manager;
- Virginia moved the Agenda be adopted as amended. Sue seconded; all were in favor

**B. Review of Minutes:** Cheryl moved that the minutes be accepted; Susan seconded; everyone was in favor.

**C. Public Comment Period:** no comments

**D. Treasurer's Report :** See the attached report.

- There was a discussion on the possibility of moving the Savings Account to Live Oaks Bank because they pay 4% interest, and have CDs that pay more. This is worth investigating and discussing at the next meeting.

**E. Report of Director:**

- Heather has prepared a schedule of meetings for next year. Meetings are the fourth Thursday of the month except for Nov. and Dec. when we will meet on the second Thursday.
- The Statistics for the Library through Nov. have been attached
- The cleaning of the Library is going well but there is a problem with garbage pickup. It may be necessary to get an outside container.
- The Photocopier is still unresolved. It is possible the Friends will need to lease it and turn over control to the Library Board. Insurance is still being investigated.
- There are some issues that need to be addressed with Building and Grounds:
  - The camera system in the library needs to be repaired.
  - Walk-off mats are still needed
  - There are birds living in the chimney
  - The latch on the front door needs repair-and the door will need painting in the spring
  - The windows badly need cleaning
  - The Emergency lights and spotlights do not come on and the lights by the side door are out.
- We are having problems with the Budget. The State Aid money from the Library Association for the past several years seem to have been moved into the General Fund for the Town and used for other things. The money needs to be in an area where there is a direct impact on patrons.
- Steve, Paul, Sue and Virginia will try to set up a meeting, with Mark Wright to discuss communication problems with the Library

**F. Board Reports:**

**1. Committee Reports:**

## **2. Old Business**

- **Insurance:** We are still investigating Insurance coverage.  
**Policy:** The Committee on updating the Public Service Policies recommended that the policies be accepted. All were in favor.
- **DRI** - Steve met with Nicole Green (Pride), and Mark Wright. It was decided that we need pre-planning before we can apply for a Grant. We need a vision of what we would like to accomplish and an idea of the money involved. A task force has been established to begin investigating our next steps. Steve, Cheryl, Paul and Sue will serve on this force to determine what will be in the best interest of the Library and the Community.

## **3. New Business:** none

**G. Report of the Town:** none

**H. Report of the Friends:** none

**I. Public Comment Period:** none

**J. Next Meeting Date:** Jan. 25th at 11:00am

**K. Adjournment:** Meeting adjourned at 12:47